

Department of Developmental Services (DDS)
Disabilities Advisory Committee (DAC)

Meeting Minutes
Wednesday, June 15, 2011
10:30-11:30 a.m.

Members Attended

Lesli McClung-Coombs
Beth Muehe
Peggy Peter
Dianne Robbins

Other Attending

Peggy Peter called the meeting to order at 10:39 a.m. Photos were taken of those members present for posting on OASIS.

I. Approval of Minutes

Motion to approve minutes from May Meeting made and seconded. Motion passed.

II. New Business

- A. Victoria King is requested to make the following changes to next month's agenda:
- i. Correct spelling of Lesli McClung Coombs' name.
 - ii. Remove Beth Muehe's name as today was her last meeting.
 - iii. Add an agenda item for July to include a report on SDAC

III. Old Business

- ADA/Employee Appreciation Picnic

The date for the picnic has been officially approved. The event is scheduled for Thursday, July 28, 2011 from 11 am to 1 pm. Peggy Peter reported that a table has been ordered, and that DAC will share a ten foot table with the consumer art sales table. Beth Muehe reported that she has created, distributed, and received approval for the quarter page informational flyer to be handed out at the picnic. The Committee discussed table decorations. Lesli McClung-Coombs will obtain a purple table runner. Peggy Peter will provide a sun umbrella. Victoria King, Lesli McClung-Coombs and Dianne Robbins will staff the table for thirty minutes each. Lesli will staff the table from 11:00 to 11:30; Dianne will staff from 11:30 to 12:00; Victoria will select her thirty minute shift and also contact Office of Human Rights (OHRAS) and

ask for their assistance in providing one or two people to staff the table for the remaining thirty minute shift.

- Bagley-Keene Act

The Committee agreed to table this item until the July meeting.

- All-Staff Training on Disability Etiquette: Beth Muehe reported that “The Ten Commandments of Communicating with Persons with Disabilities” is available to borrow from the State Personnel Board for a two week period and provided the form to borrow the video. Beth also reported that “A Day in the Life of Richard” is available on the internet. Lesli McClung-Coombs provided a volume of various materials to review for possible use in a disability etiquette training. Committee members suggested preparing a brown bag seminar; including the training in New Employee Orientation; preparing a list of appropriate terms to be included in the package of materials given to new employees upon hire; contacting Tamara Wheeler, Training Officer, to assist in developing the disability etiquette training. A suggestion was also made to create a sub-committee to review materials, and develop a draft curriculum for review by the full Committee.
- DAC recruitment at Developmental Centers (DC): **Nothing to report.** Victoria King to follow-up with Kathleen Ozeroff to determine if any decisions have been made regarding this item.
- Emergency Response Team (Update): **Nothing to report.** Victoria King to confirm whether Audrey Berotti has been invited to attend DAC meeting, and whether any follow-up is needed.
***Note: Not discussed by Committee, but DAC members were asked via e-mail to attend ERT meetings June 14, 15, and 16 to discuss DAC, emergency response issues, and to recruit people with an interest in DAC.
- The Committee noted that Beth Muehe was attending her final meeting before leaving DDS to attend graduate school. The Committee thanked her for her service and wished her well in her future endeavors.

IV. Adjournment

The meeting was adjourned at 11:20 AM